

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
187	CS: ACE: Community Empowerment	Community grants (UH)	Funding to support local community groups through contestable grant funding. Local discretionary grants \$155,000	Q1;Q2;Q4	LDI: Opex	\$ 155,000	In progress	Green	The local board allocated \$49,252 in the Local Grants Round One (UH/2017/157). The local board allocated \$15,404 in Quick Response Round One (UH/2017/178). This leaves a total of \$89,744 in the community grants budget.	There were no grant decisions in quarter three.
602	CS: ACE: Community Empowerment	Community-led placemaking-Albany CoCo Inc. Programme	Fund Albany CoCo Inc. to: • deliver a range of neighbourhood-based, community wide programmes, events and activities • partner with mana whenua to support greater understanding about areas of historic and cultural importance • engage local community to help shape plans and policies so they reflect community aspirations.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 60,000	In progress	Green	The 2017/2018 work schedule for Albany CoCo Inc was finalised and funding agreement completed. There has not been a full-time co-ordinator employed in the CoCo role, and the activities and outcomes from the annual schedule are now being delivered under the auspices of the Newcomers Network. The network co-ordinator provided retrospective reporting for the Albany CoCo 2016/2017 work schedule and is ensuring that reporting deadlines for 2017/2018 are being met.	The Albany CoCo work programme has continued to be delivered, mostly in conjunction with the Newcomer Network programme. The Network co-ordinator has endeavoured to provide regular updates on the CoCo activities and in the absence of a House Manager since the end of last year, has also been dealing with day-to-day management of the facilities. Programme reporting is due at the end of April and will be referenced in Q4 reporting.
603	CS: ACE: Community Empowerment	Community led place-making: Greenhithe Community Trust programme	Fund Greenhithe Community Trust to: • deliver a range of neighbourhood-based, community wide programmes, events and activities • partner with mana whenua to support greater understanding about areas of historic and cultural importance • engage local community to help shape plans and policies so they reflect community aspirations.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 40,000	In progress	Green	Staff completed the funding agreement. The Trust undertook a range of activities including: - supporting local resident connections - Greenhithe Walking map; Know Your Street barbecues, volunteer recruitment and support through Community Coordinator team; community Mental Health First Aid course; ESOL for Beginners course; Community Carols/Christmas event; Christmas Celebration for Seniors; Fabulous Fridays for Seniors; International Friends get together - supporting local children and youth - Growing Resilient Children event; Childminders course for youth; Youth Budgeting course and Careers workshop; sent youth to the World Vision Justice Conference; regular activities including Collins Youth Community, The Lounge, Queens Lounge for Girls; Plunket, Mainly Music - supporting environmental initiatives - Wainoni Planting Day; Outlook Bush Reserve Rescue; Greenhithe Ecology Network; Love Food Hate Waste community event; involved more environmental groups in reserve restoration and pest control.	The Greenhithe Community Trust has continued to deliver a range of successful programmes and activities for the local community. The Trust has been the lead agency for the development of a community car-park, and this project is completed. The Trust has successfully partnered in a significant pest eradication programme and continues to champion local ecological restoration activities. The chair of the trust reports regularly to the local board.
604	CS: ACE: Community Empowerment	Community led place-making: Whenuapai	Facilitate and broker opportunities for the local community to: • organise, plan, and effectively contribute to the proposed development in their local area, as outlined in the Whenuapai Structure Plan (WSP) • support local residents with activities and initiatives identified by the community to develop momentum around local engagement, decision making and participation • engage with mana whenua to identify Māori history and culture in Whenuapai • increase knowledge amongst the community regarding the process of local government including how residents can engage in the process, such as through Local Board Plan consultation.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 8,000	In progress	Green	Staff met with partners Open Fort to develop a placemaking activity to be held in the Whenuapai area in Q3. Staff continue to work with community partners on developing content and format of this activity. Staff brokered a connection with colleagues in Parks to participate in an exercise equipment demonstration activity at Bill Moir Park during the proposed day. Staff scoped the potential for a community mural to be created in Whenuapai by an artist resident in the Upper Harbour area. Staff anticipate this activity will take place in the 2018 school year.	Staff engaged Gecko Trust to bring the Curious Tamariki programme to the community of Whenuapai. The programme provides a platform for further place making activities, with children and young people from local schools who work with biodiversity scientists to explore key ecological areas. This enables a platform for youth voice, while engaging collaboratively with wider community members, through local activities, workshops and short films that participants create.

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605	CS: ACE: Community Empowerment	Community-led placemaking: Hobsonville Point Community Trust programme	Fund Hobsonville Point Community Trust to: <ul style="list-style-type: none"> • deliver a range of neighbourhood-based, community wide programmes, events and activities • partner with mana whenua to support greater understanding about areas of historic and cultural importance • engage local community to help shape plans and policies so they reflect community aspirations. 	Q1;Q2;Q3;Q4	LDI: Opex	\$ 40,000	In progress	Green	Staff completed the funding agreement. The Trust undertook a range of activities: <ul style="list-style-type: none"> - public space activation - Eco Fun Day at the Rifle Range, Summer Afternoons/evenings in the Park (water park; Team Challenge; Christmas on the Point; Carols and Picnic at the Rifle Range) - supporting youth recreational needs - dance and art workshops; weekly social netball and soccer games - supporting youth-led initiatives through Hobsonville Point Secondary School leadership "Habitats"- cultural evening; EnviroJam event; talent quest showcase and dance, singing, drama, lighting workshops; Unity in Diversity campaign - resident streets initiative - recruiting and training street coordinators; supporting resident gatherings over summer; wine and cheese evening for residents; developing a Street Resource Kit with equipment to support resident activities e.g. block parties and barbecues. 	The Hobsonville Community Trust has continued to deliver a successful programme of events and activities for the local community. The trust has a strong youth focus and has continued to progress work from the Youth Recreational Strategy developed last year, in particular collaborating with Harbour Sport to deliver the EMPOWER sport and recreation programme.
606	CS: ACE: Community Empowerment	Community-led placemaking: management of Albany House	Fund Albany Coco Inc. to manage Albany House to: <ul style="list-style-type: none"> - use the facilities for programmes, events and activities - provide access for meetings, group activities, workshops, training and classes for community groups, organisations and the general public. 	Q1;Q2;Q3;Q4	ABS: Opex	\$ 20,000	In progress	Green	Staff completed the funding agreement for the house managers role; the role is currently vacant. <p>The Albany CoCo Inc committee have requested an early termination of their current lease arrangements, conditional on retaining use of the office and access to storage space. Staff are working with the committee to achieve a mutually agreeable outcome.</p>	Staff worked with the Albany CoCo Committee to support their decision to relinquish the House Manager's role. The position has been vacant since the end of 2017. The duties are being managed within Newcomers Network co-ordinator's contract.
607	CS: ACE: Community Empowerment	Increase diverse participation: newcomers network	Fund the newcomers network to: <ul style="list-style-type: none"> • identify the social, professional and recreational needs of the local newcomer communities in Upper Harbour • develop a programme to meet these identified needs:- encourage participation of the diverse migrant communities- engage with local mana whenua to foster cross-cultural connection- actively encourage and promote opportunities for employment skills and social enterprise development, partnering with relevant training providers and sub-regional organisations. Support capacity building and organisational development for the Newcomers Network to:• take a lead role in the co-ordination and delivery of relevant programmes• support greater cross-regional engagement and collaboration with other migrant service providers, newcomer networks and social support agencies. 	Q1;Q2;Q3;Q4	LDI: Opex	\$ 15,000	In progress	Green	In Q2, staff prepared the funding agreement with Albany CoCo to enable them to support the Newcomers Network (the network). This funding will be completed in January 2018, with further funding to be released in Q4. Since Q1, the network has developed a range of resources to help support engagement and participation of its members, including organising English language classes. In the community, the network has undertaken a number of activities, which includes:- forming their own Boomerang Bags community, which is a community driven initiative tackling plastic pollution. It brings volunteers, schools and community groups together to make reusable bags (meeting twice weekly). The network has used this as a way of integrating new migrants into the community and helping contribute. - organising a community mural event, with two more planned in Q3 and Q4- organising Qi Gong every Monday in the village centre, which is well attended.	The Newcomers Network has delivered a range of activities in the community. This includes Qi Gong weekly, Boomerang Bags twice weekly, ESOL classes twice weekly Summer Fun three times a week, Tool Box, Art classes, Coffee group, Ukes' band weekly, Dot painting class weekly, Murals, Artwork exhibition, etc. In Q4, staff will follow up to release the second tranche of grant funds (\$7500) to the network after receiving their accountability report.

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608	CS: ACE: Community Empowerment	Increase diverse participation: Age Friendly Upper Harbour	Engage with older people in Upper Harbour to ensure their aspirations and needs are embedded and visible in decision-making. This includes the implementation of recommendations made during the recent co-design process.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 5,000	In progress	Green	Staff presented the Upper Harbour Age Friendly survey results to local board. Age Concern Northshore is following up on specific requests from the survey, for further clarity. The survey's results were sent to the Parks, Sports and Recreation team and a follow up meeting established a collaborative way of working towards including age-friendly criteria in further parks' development. An intergenerational forum is prepared for Q3 in collaboration with the Albany Newcomers Network.	Staff are working with the Newcomers Network in the development of an intergenerational forum "Trans-generational fun times". The forum will held at Albany Hub at the beginning of Q4. The event aims to facilitate intergenerational connections through food, games, stories, and new technology tools. The Network co-ordinator has engaged with the local rest-home and Massey University to secure participation at the forum.
609	CS: ACE: Community Empowerment	Increase diverse participation: support youth voice and youth initiatives	Partner with community organisations and iwi to increase participation of young people in shaping places, plans and programmes in Upper Harbour to: <ul style="list-style-type: none"> • support the Upper Harbour Youth Caucus (UHYC) to provide youth engagement on council decision-making, and to deliver youth-led activities, in the local board area - \$5,000 • progress the development of a youth recreational strategy - \$5,000 • develop and implement youth-led initiatives and enterprise - \$10,000 • facilitate youth employment initiatives and opportunities by working with community partners e.g. Sustainable Paremoremo - \$5,000. 	Q1;Q2;Q3;Q4	LDI: Opex	\$ 25,000	In progress	Green	<p>The funding agreement with Youthline was completed. Staff provided support to the Upper Harbour Youth Caucus in its development of a local youth grants scheme. The youth caucus met in mid-December to finalise the project details.</p> <p>Staff are working with Hobsonville Community Trust to progress community-led action in line with the recommendations of the Youth Recreational Study and Strategy. Funding for this will be finalised in Q3.</p> <p>Staff are scoping an appropriate youth employment-related initiative to fund in the local board area. This will be funded in Q3.</p>	Staff met with Youthline management to discuss support for the Upper Harbour Youth Caucus and agree on delivery over the remainder of the 2017/2018 year. Youthline staff presented an update on the work of the caucus to the local board. Staff have engaged with GirlBoss to pilot the Future CEO summit in Upper Harbour. This will be delivered in Q4. Staff are working with an external consultant to develop a Financial Literacy programme for delivery in Q4. Staff have allocated funding for Hobsonville Community Trust to deliver the EMPOWER programme, in conjunction with Harbour Sport.
698	CS: ACE: Community Empowerment	Apply the empowered communities approach – connecting communities (UH)	Broker strategic collaborative relationships and resources within the community. This includes three key activity areas: 1. Engaging communities – reaching out to less accessible and diverse groups - focussing on capacity building and inclusion. 2. Enabling council – ensuring that groups have access to operational and technical expertise and identify and address barriers to community empowerment. 3. Reporting back - to local board members on progress in activity areas 1 and 2. Includes responding to the aspirations of mana whenua, mataawaka, marae and Māori organisations.	Q1;Q2;Q3;Q4	LDI: Opex	\$ -	In progress	Green	Staff attended relevant community network meetings, brokered connections between resources and information to support achieving community outcomes, and assisted local residents to navigate the internal council environment. Some specific examples include on-going support for the Hobsonville Point Community Gardens group to complete Council requirements for licence to occupy on reserve land at Buckley Ave to finally begin gardens construction, provide info/advice and sourcing items to support membership drive; working with Greenhithe Community Trust to achieve mutual agreement on requirements for community carpark development; brokering connection between Suss Pare and opportunity for re-purposing of gym equipment through their community initiative with the local prison; liaison with Albany Community Hub activator for running of community open day, proposed local food truck festival/market, local facilities networking and scoping of possible community orchard on Albany Domain.	The strategic broker is working with key community organisations and individual residents to provide information/advice and assist with meeting council requirements for any proposed projects or events. This has included signage for St Marks Memorial Garden, Albany Domain history project and planting.

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724	CS: ACE: Community Empowerment	Local Māori Responsiveness Action Plan (UH)	Work with mana whenua and mataawaka to create a local responsiveness action plan which includes the following: <ul style="list-style-type: none"> • key aspirations and priorities for Māori in the area • opportunities to work together • a plan for building strong relationships and sharing information with Māori. 	Q1;Q2;Q3;Q4	LDI: Opex	\$ 5,000	In progress	Green	<p>Staff contributed to the development of a regional resource to support local boards in selecting appropriate names and titles in Te Reo for key parks, reserves and other notable geographic features. The local board have requested further information be provided for their consideration.</p> <p>Staff have met with the project lead for the 'Maori Naming of Reserves project' and will pass on updated information to the local board, as requested.</p> <p>In the interim, staff have become aware of a request from mana whenua (Ngati Manuhiri) that the new Albany Community Hub have an appropriate name in te reo and in Q3 will instead pursue this as an alternative option for the Maori Responsiveness funding.</p>	The strategic broker presented material to the local board and advocated for the 'Maori Naming of Reserves project', however this opportunity will not be progressed. Action to identify a name for Albany Community Hub in te reo is being actioned by the Community Places team. Staff are exploring the inclusion of Rongo-rongo planting at the Hub, as part of the heritage project on the Albany Domain
727	CS: ACE: Community Empowerment	Community-led placemaking: (NorthWest (NorSGA)) Spatial Priority Area	Engage and empower communities to ensure that they influence decision-making on spatial priority area (SPA) planning and implementation. Strengthen community-led placemaking and planning initiatives within the SPA area. Develop innovative ways to engage with communities that have not traditionally participated in council decision-making.	Q1;Q2;Q3;Q4	LDI: Opex	\$ -	In progress	Green	Staff brokered an agreement with Homes Land Community to share their experience of investing in social and community infrastructure with other developers in the area. This is proposed to occur in Q3. Staff continue to support engagement with developers and communities in the Spatial Priority Area as opportunities arise.	The Plans and Place unit were planning a session with developers and this has been rescheduled to Q4 to align with their timeframes. Staff continued to work with the Plans and Places unit on opportunities to support engagement in the Spatial Priority Area, with the current focus being on Whenuapai.
370	CS: ACE: Community Places	Funding Agreement: Meadowood Community House	A three year term agreement to Meadowood House Incorporated to facilitate and deliver work plan outcomes, including activities and programmes at Meadowood Community House for the years 2017-2020, commencing 1 July 2017 and terminating on 30 June 2020. Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 52,657	In progress	Green	The biannual community centre, houses and hubs hui was held on 24 November 2017 at Western Springs Garden Hall. The hui provided updates on local board plans, Long Term Plan work and funding agreements. Guest speaker Carol Scholes covered legal environment changes, volunteer accountability and committee dynamics. Six hui were held across the region to test the vision "More successful and sustainable Community Led places". Attendees included community-led committee members and employees, community lease holders and community groups. The sessions uncovered what works well in the current operational and funding models, areas for improvement, useful resources, and encouraged progressive thinking for developing future practice. There will be an opportunity in Q3 for community members to join a working group and be part of a council/community team that inputs into a "Roadmap that enables more Community Led Places". Meadowood House held a Christmas event which was the largest event to date and an opportunity for the Northern Corridor Improvements team to update the community on upcoming road works and the house soundproofed its rooms. Meadowood House will develop 2018/2019 work plan and schedule their annual presentation in Q3.	Meadowood Community house have drafted their workplan for 2018/19 to align with the local board outcomes and they will finalise it in Q4. Highlights are the upgrading of the building with air conditioning, upgrading the playground and painting of the house. This has re-energised the house and house users and they are seeing new groups come in to the house. Meadowood Community House also recieved a lovely little video made by a member of the public from their christmas event which was well recieved.

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423	CS: ACE: Community Places	Venue Hire Service Delivery - UH	Provide and manage venues for hire and the activities and opportunities they offer by: - managing the customer centric booking and access process - aligning activity to local board priorities through management of the fees and charges framework.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	During Q2 monthly hirer surveys were sent out to all casual hirers and a selection of regulars. Staff will be able to share results in Q3. Q2 statistics are based on the first five months of FY18 and one month estimate. Visitor numbers are steady compared to last year.	Staff updated the local board on fees and charges for FY19. Staff held a community session to remind customers of the process for self-service online bookings. The FY19 season opened online on 27 February and by the end of the day there were over 16,000 bookings of which 74% was self-service online bookings. For the local board area, the monthly satisfaction survey results from Q2 and Q3 to date, show a combined facility hirer satisfaction of 71%.
425	CS: ACE: Community Places	Community Venues UH - participation increase	Develop a network wide marketing strategy to increase participation within community venues in the Local Board area based on relevant and current research.	Q1;Q3;Q4	ABS: Opex	\$ -	In progress	Green	During Q2, staff continued to work through key research insights and developing actions against these. Staff held two workshops with internal stakeholders to identify and confirm the main business objective "to create greater reach and relevance for Aucklanders so they feel connected locally". Six main focus areas remain as: - capitalise on strengths in positioning – family friendly, local and convenient, affordable- improve the condition and amenity to meet expectations- develop our offer and tailor to meet distinct interests- provide simple package options for hirers- develop a digital solution to promote both venues and activities- drive repeat business, share experiences, satisfaction and reach new customers. Action planning will continue in Q3.	Action planning continues to increase awareness and participation across the network. Staff have developed a clear objective to increase relevance and reach more Aucklanders by 2021 and further clarified focus areas within this programme of work. A Google awareness campaign ran the month of February. New art work options have been developed with refreshed awareness campaign to be run in Q4
498	CS: ACE: Community Places	Hobsonville Headquarters operational plan	Develop an operational plan for the Hobsonville Headquarters to guide service provision for when the facility re-opens.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	A time line was developed in Q2 noting the key steps required to make the facility operational, including moving to community management. This was workshoped with the local board. Staff have begun to develop an operational / business plan which will guide future management of the facility. Meetings held to progress this and outline will be finalised in Q3.	Draft operational plan has been completed. Two staff have been appointed to operate under the interim council management model, commencing 3 April and 28 April respectively. Expressions of Interest selection criteria report is coming to the May Business Meeting, rescheduled from April. Q4 focus is on finalising operational plan and Expression of Interest process.
519	CS: ACE: Community Places	Albany Hub Establishment and Management	Open the newly established facility. Develop programmes and activities, facilitating a sense of community for locals to meet and connect, and reflect the community in the fabric (look and feel) of the Hub.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 51,000	In progress	Green	The biannual community centre, houses and hubs hui was held on 24 November 2017 at Western Springs Garden Hall. The hui provided updates on local board plans, Long Term Plan work and funding agreements. Guest speaker Carol Scholes covered legal environment changes, volunteer accountability and committee dynamics. Six hui were held across the region to test the vision "More successful and sustainable Community Led places". Attendees included community-led committee members and employees, community lease holders and community groups. The sessions uncovered what works well in the current operational and funding models, areas for improvement, useful resources, and encouraged progressive thinking for developing future practice. Community members will have the opportunity to join a working group and be part of a council/community team that inputs into a "Roadmap that enables more Community Led Places". The operational plan has been completed. Staff will present the operational plan, vision, strategic plan and target audience to the board in Q3. The hub held an open day in Q2 - many of the users from the hub provided entertainment and activities including ballet and belly dancing. A local cafe chef hosted free cooking demonstrations/lessons and church groups provided food.	Albany Community Hub is increasing the number of bookings and engaging in the wider community as we prepare to combine the management of the Albany Community House and Hub in Q4 and start the expression of interest process.

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83	CS: ACE: Events	Citizenship Ceremonies - Upper Harbour	Delivery of an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 14,216	In progress	Green	Staff delivered a combined North Cluster citizenship ceremonies on two occasions during Q2 with 346 people becoming new citizens.	The Civic Events team delivered two citizenship ceremonies with 254 people from the local board area becoming new citizens.
84	CS: ACE: Events	Anzac Services - Upper Harbour	Supporting and/or delivering Anzac services and parades within the local board area.	Q4	LDI: Opex	\$ 10,000	In progress	Green	Staff commenced planning in Q2 for delivery in Q4.	Planning is well advanced for Anzac event(s) to be held in Q4.
85	CS: ACE: Events	Movies in Parks - Upper Harbour	Programming and delivery of three regional Movies in Parks series events.	Q3	LDI: Opex	\$ 36,000	In progress	Green	Planning for the Movies in Parks series is on track with event permits issued for Luckens Reserve for Saturday 20 January, Rosedale Park for Saturday 3 March and Collins Reserve for Friday 16 March. Public screening licence for "Pork Pie - 2017" (Rosedale), "Sing Street" (Luckens), and "Fantastic Beasts and Where to Find Them" (Collins) have been approved. All events have increased security based on debrief and feedback from last season. Regional marketing has commenced with specific event advertising starting three weeks prior to each event. Movies in Parks is delivered as zero waste, smoke and alcohol free. Series sponsors are nib health cover, Te Wananga o Aotearoa, NZ Home Loans, MenuLog, Pop 'N' Good and More FM.	Movies In Parks, "Fantastic Beasts and Where to Find Them" screened on 16 March at Collins Park, Greenhithe. There were approximately 1,700 attendees. The event was zero waste, smoke and alcohol free and included free pre-movie entertainment for kids.
86	CS: ACE: Events	Event Partnership Fund - Upper Harbour	Funding to support community events through a non-contestable process. This provides an opportunity for the local board to work in partnership with local event organisers by providing core funding for up to three years to selected events.- Mud Rush (Sport North Harbour) \$3,000- Greenhithe Christmas Parade (Harcourts Cooper & Co) \$3,500- Pascoe NZ Tennis Open (Tennis Northern) \$6,000- Albany Lakes Summer Series (Running Events) \$6,000Total = \$18,500	Q2;Q3	LDI: Opex	\$ 18,500	In progress	Green	Two events funded via this fund (Greenhithe Christmas Parade and the Pascoe NZ Tennis Championships) were successfully delivered in Q2. Reporting back to the local board on these grants will occur in Q4 when accountability reports have been received.	This fund has been fully allocated and all funds have been paid out to the organisations. Accountability documentation to be provided in Q4.
2035	CS: ACE: Events	Local Civic Events - Upper Harbour	Deliver and/or support civic events within the local board area. Opening of the Headquarters Building Opening of the Albany Coco (2016/2017 carry forward of \$13,702 included in budget)	Q1;Q4	LDI: Opex	\$ 23,702	In progress	Green	No activity occurred during the quarter as no local civic events are currently scheduled.	No activity occurred during the quarter as no local civic events are currently scheduled.
2563	CF: Investigation and Design	Albany Coronation Hall - renew toilets	Renew the hall toilets	Q1;Q2;Q3;Q4	ABS: Capex	\$ 5,000	Approved	Green	Current status: business case to totally replace toilet block pending approval Next steps: engage professional services for design and consent.	Current Status: procurement is underway for professional services to undertake, investigations, design, consent and physical works supervision. Next steps: begin investigations with successful professional services consultant.

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2567	CF: Investigation and Design	Albany Village Library - refurbish interior	Interior refresh	Not scheduled	ABS: Capex	\$ 85,714	Cancelled	Red	Project cancelled. Minor maintenance logged.	Risks/ issues: This project was delivered by Operational Management and Maintenance as it was minor maintenance work. Current Status: Project Cancelled. Minor maintenance logged.Next steps: None
2571	CF: Investigation and Design	Community house development (Hobsonville Point)	Develop community centre	Not scheduled	ABS: Capex	\$ 1,900,204	Cancelled	Red	Project cancelled	Risks/ issues: Project record cancelled. This project was merged with Hobsonville Headquarters redevelopment, exterior landscaping and car park construction. Current Status: This project was merged with Hobsonville headquarters redevelopment, exterior landscaping and car park construction. Please refer to SharePoint ID 3012 for an update.
2576	CF: Investigation and Design	Meadowood Community House - renew heating system	Replace heating system with a ducted split type system complete with wall mounted controller.	Q3	ABS: Capex	\$ 19,294	Completed	Green	Current status: project is scheduled for January 2018. Next steps: start with project in January 2018.	Current status: Project complete February 2018.
2583	CF: Investigation and Design	Upper Harbour - FY19 renew walkways and paths	Churchouse Esplanade Reserve; Rame Reserve; Fernhill Escarpment; Paremoremo Scenic Reserve	Q2;Q3;Q4	ABS: Capex	\$ 15,000	Approved	Green	Current status: consultant company has been engaged to undertake the walkway network assessment for Fernhill Escarpment. Consultant has also been engaged to write up scopes and identify planning requirements for Paremoremo Scenic Reserve, Rame Reserve and Churchouse Reserve.Next steps: complete business cases for Paremoremo Scenic Reserve, Rame Reserve and Churchouse Reserve according to scope. Draft plan for Fernhill Escarpment to be discuss at a workshop with the local board in February/March 2018	Current Status: Walkway network assessment for Fernhill Escarpment is complete. Scopes and cost estimate for works at Paremoremo Scenic Reserve, Rame Reserve and Churchouse reserve are also complete. Undertaking resource consent process for Paremoremo Scenic Reserve.Next Steps: Complete business cases for Rame Reserve, Paremoremo Scenic Reserve and Churchouse reserve according to scope. Present Fernhill Escarpment walkway plan to be formally approved at a local board business meeting.
2991	CF: Investigation and Design	Gills Reserve - install concrete walkway	This project is carried forward from the 2016/2017 work programme, previous ID 4247	Q1;Q2;Q3;Q4	LDI: Capex	\$ 7,000	In progress	Amber	Current status: exact location of the proposed walkway has been confirmed. Site visit and consent assessment held in September 2017. Design is underway. Next steps: preparation for handover to project delivery for physical works.	Risks/ issues: Budget is very low, based on old unit rates. Current Status: Ventia has been approached to quote for the concrete path, given the location and measurements. We are awaiting their fee estimate to verify if budget is underfunded. Next Steps: Await final quote for physical works and determine budget shortfall. Issues: Budget is very low - based on old unit rates. Additional budget may be required once quotes have come in.
3204	CF: Investigation and Design	Sunderland Lounge - exterior and interior renewal	Exterior & interior renewal - Stage I Refurbishment Project. Property only being purchased recently. No physical improvement works carried out as yet. Facility does not meet Council standards. This project is carried forward from the 2016/2017 work programme, previous ID 359	Q1;Q2;Q3;Q4	ABS: Capex	\$ 600,000	In progress	Green	Current status: roof plans and cost estimate have been received. Interior upgrade plans and specifications are being amended slightly. Next steps: receive final copies of documentation. Apply for consent and tender works package.	Current Status: Exterior - roof plans and cost estimate have been received. Building consent has been lodged.Interior - final design plans and specification are being updated. Next steps:Exterior - receive building consent approval, secure physical works contractor.Interior - receive final copies of documentation. Apply for consent and prepare the tender works package.
3377	CF: Investigation and Design	Hobsonville War Memorial Park - install cricket nets	Install cricket nets	Q3;Q4	LDI: Capex	\$ 100,000	In progress	Amber	Current status: confirmation of the detailed design and specifications is complete. Building consent has been lodged. Next steps: handover to the project delivery team for tender and programming of physical works. Physical works should be complete before the end of April 2018 depending on contractor availability and sports field use.	Building consent is required. Building consent is expected end of March 2018. Current status: Confirmation of the detailed design and specifications is complete. Application for exemption from building consent has been lodged. Tenders for this project closes beginning April 2018. Next steps: Adjudicate the tenders and appoint the successful supplier. Schedule the work.

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3378	CF: Investigation and Design	Herald Island Domain - install basketball hoop	Install basketball hoop	Q3;Q4	LDI: Capex	\$ 5,000	In progress	Green	Current status: scoping has been completed in October 2017. Consent requirements have been confirmed. Next steps: design and cost estimate for works to be completed in January 2018.	Current Status: Engage supplier to complete the detailed design and cost estimate for this. Aim to have design and option by April 2018. Next Steps: Confirm costs for supply and installation of the hoop. Plan physical works to be installed by June 2018.
3379	CF: Investigation and Design	Sanders Reserve - install dog bin	Install dog bin	Q3;Q4	LDI: Capex	\$ 1,500	Completed	Green	Current status: quote for works has been received from the full facilities contractor. Request for works to commence has been issued. Next steps: confirm timing for the installation - planned for late December 2017/early January 2018.	Current Status: Installation of the dog bin has been completed.
3380	CF: Investigation and Design	Malcolm Hanh Reserve - install basketball hoop	Install basketball hoop	Q3;Q4	LDI: Capex	\$ 5,000	In progress	Green	Current status: scoping has been completed in October 2017. Options for the provision of junior hoop have been investigated and sent to the local board for direction in the November workshop. Confirmed that any works in this park requires a full resource consent due to the Historic Heritage designation. Next steps: confirmation of preferred option needed from local board. Options are, proceed with option not recommended by staff that will require additional budget for consent and adjustable hoop, proceed with option for standard junior hoop which will require additional funding for consents or the option to not proceed with the project at all.	Current Status: Engage supplier to complete the detailed design and cost estimate for this. Aim to have design and option by April 2018. Next Steps: Confirm costs for supply and installation of the hoop. Plan physical works to be installed by June 2018.
3381	CF: Investigation and Design	Douglas Alexander Reserve - install picnic tables	Install picnic tables	Q3;Q4	LDI: Capex	\$ 15,000	In progress	Green	Current status: scoping has been completed in October 2017. Consent requirements have been confirmed. Next steps: detailed design and site location has been completed and project is ready to be handed to project delivery for works.	Current Status: Proposed locations and type of tables are being reviewed. Next Steps: Confirm supply and install costs, then hand over to Project Delivery team to install.
3382	CF: Investigation and Design	The Landing Reserve - install security measures	Install security measures	Q3;Q4	LDI: Capex	\$ 15,000	In progress	Green	Current status: scoping has been completed in October 2017. Options for the provision of security are being finalised in November 2017. Next steps: recommendations for options including cost estimates will be presented to the local board for comment in February 2018.	Current status: Initial scoping of options has been completed. Unfortunately due to changes in staff progress has not occurred as per last months commentary. Next steps: Quotes to be obtained to implement different options. Once costs are known, options to be discussed with the local board at a future workshop.
3383	CF: Investigation and Design	Wainoni Park - Install dog bin and signage	Install dog bin and signage	Q3;Q4	LDI: Capex	\$ 3,500	Completed	Green	Current status: quote for works has been received from the full facilities contractor. Request for works to be commenced has been issued. Next steps: confirm timing for the installation - planned for late December 2017/early January 2018.	Current Status: Completed. Next Steps: none.
3433	CF: Investigation and Design	Kell Park – develop car park	Extension of the existing car park adjacent to the Plunket building, to provide additional car park facilities.	Q3;Q4	LDI: Capex	\$ 426,000	Proposed	Green	NA	Current Status: A draft report has been prepared to revoke a previous resolution of the local board, in relation to easements on the reserve. A sketch plan of the general proposed car park layout is being drafted to assist with resource consent discussions and applications. Next steps: An update will be provided to the local board at a workshop in April 2018. A report will be presented in May 2018 to revoke the previous resolution and enable the development of the car park to continue.
3462	CF: Investigation and Design	Albany Pool - install disability amenities	Installation of disability toilet, shower and changing table. Minor changes to the shop changing room.	Q3;Q4	ABS: Capex	\$ 30,000	Approved	Green	NA	Current status: Project manager has been assigned. Next steps: Review requirements with the intention of executing as soon as possible.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
1707	CF: Operations	Upper Harbour Maintenance Contracts	The maintenance contracts include all buildings, parks and open space assets, sports fields, tree management and maintenance, ecological restoration, pest management, riparian planting, coastal management and storm damage. The budget for these contracts is determined by the Governing Body.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	The second quarter has been challenging across the region for greenspace maintenance, initially impacted by the wetter than usual winter and our contractor struggling to keep up with the scale of work required to meet contract specifications. We have additional resources in place auditing and monitoring the improvement plan that Ventia are working to. We are seeing a good improvement across most of our facilities. There is substantial works in and around Hobsonville that will soon come over to Community Facilities to maintain including a spectacular boardwalk area. Ecological Restoration: all site assessment reports completed, commencement of plant pest control in high value and general sites and we are close to completion of the first round of animal pest control. Arboriculture: improved seasonal conditions has seen a movement of maintenance focus from street tree to park trees.	The third quarter started with another weather event in January which along with the damage to our beach and sea walls has created a warm lush environment to give our area an early grass growth flush. Unfortunately at times our contractors have struggled to keep up with the growth and this has caused several complaints from the community. We have had Ventia develop and implement a performance plan which details the resourcing and schedules they will use to get our parks and reserves back in specification. It is pleasing to see that as the quarter ends we are getting closer to the expected outcome of the contract. We still have unsatisfactory examples of service integration where the entire site is not completed at the same time i.e. mowing complete but not edging and loose litter and palm fronds etc. Again we are closely auditing the region to improve this area.
2842	CF: Operations	Upper Harbour - local park art work maintenance	Local parks art work maintenance	Q1;Q2;Q3;Q4	LDI: Opex	\$ 8,000	Approved	Green	Art works are scheduled to be oiled in February 2018.	The oiling of the wooden artworks in Kell Park and the 'Faraway tree' in Sanders Reserve started in April 2018.
2845	CF: Operations	Upper Harbour - additional parks planting maintenance	Additional maintenance of reserve planting per annum	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	Approved	Green	Additional parks planting maintenance (shrub gardens) will take place in autumn (May/June)	The additional funding is being spent in Kell Park and will begin in May 2018. The budget will be spent on infill planting, new planting, garden edging, minor maintenance of furniture and duck signage.
3505	CF: Operations	Upper Harbour Ecological Restoration Contracts	The Ecological Restoration maintenance contracts include pest plant and animal pest management within ecologically significant parks and reserves.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 321,845	In progress	Green	This line item has been added in quarter three. It was previously reported on under SP ID 1707.	The key focus for the third quarter has predominately been high value park pest plant control. Other activities of focus have included; undertaking phase two of the pest animal control programme and the conclusion of general park pest plant control. The supplier's field data has been assessed and recommendations for additional unscheduled programmes of work has been submitted for review. This includes enrichment or infill planting opportunities as well as additional pest plant control. The amount of requests for service peaked during the early part of the quarter with requests for the control of wasps and rats being the dominant issues.
3506	CF: Operations	Upper Harbour Arboriculture Contracts	The Arboriculture maintenance contracts include tree management and maintenance.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 506,083	In progress	Green	This line item has been added in quarter three. It was previously reported on under SP ID 1707.	There has been a focus over the summer months on accessing parks and reserves to complete scheduled and response work that are inaccessible over the winter months, targeting tree health and public safety. Early January saw a significant weather event that saw a spike in requests for service. Over the two day weekend of the storm we received the same number of requests for service that can be expected in a normal month. This influx naturally resulted in disruption to scheduled street and park tree maintenance due to focus on safety related work. Although most of the follow-up work has been completed, the impact of the storm did create a backlog. The deluge earlier in March provided additional challenges with the odd tree failure due to saturated soil. Replacement trees for areas where trees have been previously removed have now been ordered in preparation for the upcoming planting season. Preparation for replacement tree planting for those removed over the season is fully underway with trees secured from nurseries. Recent wet weather could see planting begin a month earlier than usual.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
256 2	CF: Project Delivery	Albany Community Hub - development	Development of a 275 sq m single storey community building with hall, demonstration kitchen, small and large offices, kitchenette, entrance meeting space, ancillaries and toilets, extended car parking for 21 cars to add to the existing domain parking, rain water harvesting tanks. This project is a continuation of the 2016/2017 programme (previous ID 1488).	Q1	ABS: Capex	\$ 596,622	Completed	Green	Project completed July 2017.	Current Status: Completed Next steps: None
256 4	CF: Project Delivery	Albany Coronation Hall - restore chimney	Rebuild chimney	Q1;Q2	ABS: Capex	\$ 50,000	Completed	Green	Project completed December 2017.	Current Status: Project complete December 2017.
256 5	CF: Project Delivery	Albany Domain - renew car park	Albany Domain car park renewal. This project is a continuation of the 2016/2017 programme (previous ID 3031).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 250,000	In progress	Green	Current status: tender evaluation is being undertaken. Next steps: select a suitable contractor and commence construction.	Current Status: Construction is progressing without any issues, and on schedule. Lighting is being installed and amenity plants planted.Next steps: Asphalt will be laid on the car park during the week beginning 19 March 2018.
256 6	CF: Project Delivery	Albany Domain - renew courts	Albany Domain Reserve court renewal. This project is a continuation of the 2016/2017 programme (previous ID 3044).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 180,000	In progress	Green	Current status: a tender has been advertised for construction, which is due to close on 30 November 2017. Next steps: evaluate tender and select a suitable contractor for the construction.	Current Status: Majority of the works are completed, and it is anticipated that the courts will be sealed week beginning 19 March. The court alignment has been moved slightly in order to avoid roots that were encountered unexpectedly. There were no time delays or increased costs as a result of this re-alignment.Next steps: Monitor contract progress.
256 8	CF: Project Delivery	Bay City Park - renew surface on field 1 - stage two	Bay City Park irrigation and signage renewals. This project is a continuation of the 2016/2017 programme (previous ID 3028).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 210,000	In progress	Green	Current status: physical works commenced mid November 2017. Next steps: completed physical works prior to Christmas.	Current Status:Grow in has been successful and all the repairs have been completed.Next steps: Hand over the field to the operations team in April.
256 9	CF: Project Delivery	Upper Harbour - renew coastal assets FY18	Christmas Beach - seawall renewal, Attwood Esplanade & Rame Reserve - remove coastal assets, Rame Reserve - renew seawall, Landing Reserve - renew boat ramp and Waimarie Beach - renew seawall. Renewal of Upper Harbour Coastal Assets as a bundled project (Christmas Beach Seawall Renewal, Landing Reserve Boatramp Renewal, Waimarie Beach Seawall Renewal, Attwood Reserve Seawall Removal and Rame Reserve Seawall Renewal). To be delivered as part of a Upper Harbour Coastal Renewals bundle. Bundled projects to be designed and consented together, and built individually or as the budget allows. Priority 1.	Q1;Q2;Q3;Q4	ABS: Capex	\$ 120,000	In progress	Green	Current status: tender evaluation underway for bundled project (Christmas Beach Seawall Renewal, Landing Reserve Boatramp Renewal, Waimarie Beach Seawall Renewal and Attwood Reserve Seawall Removal). Obtained tender price is significantly higher than allocated budget in financial year 2018. Additional budget requested via change request for carrying out the bundled project.Next steps: finalise tender evaluation and award the contract subject to approval of additional funding.	Current Status: Obtained council consent monitoring team approval on required documentation. Established and commenced physical works at Christmas Beach, Landing Reserve and Waimarie Beach simultaneously. Arranged prestart site meeting with the council consent monitoring team at Rame Reserve for approval of remaining project works at Rame Reserve and Attwood Reserve. Next steps: Continue with the physical works at Christmas Beach, Landing Reserve and Waimarie Beach simultaneously. Commence physical work at Rame Reserve and Attwood Reserve after obtaining approval from council consent monitoring team.
257 0	CF: Project Delivery	Attwood and Rame Esplanade - remove coastal assets	Attwood Reserve and Rame Esplanade Reserve seawall renewal. This project is a continuation of the 2016/2017 programme (previous ID 3033).	Not scheduled	ABS: Capex	\$ 50,000	Cancelled	Red	This project is cancelled and bundled with SharePoint ID 2569 Upper Harbour - Renew Coastal Assets financial year 2018.	Risk/Issue: Bundled with other upper harbour coastal renewal project. This project is cancelled and bundled with SharePoint ID 2569 (Upper Harbour - renew Coastal Assets) financial year 2018.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
257 2	CF: Project Delivery	Connemara Reserve - renew courts	Connemara Reserve court renewal. This project is a continuation of the 2016/2017 programme (previous ID 3034).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 180,000	In progress	Green	Current status: tender evaluation is being undertaken. Next steps: select a suitable contractor and commence construction.	Current Status: The traffic management plan for this site is being approved by Auckland Transport. The traffic plan approval is anticipated by 23 March, and the contractor is geared to commence works on 26 March. Next steps: Monitor construction works progress.
257 3	CF: Project Delivery	Landing Reserve - renew boat ramp and seawall	Renew boat ramp and seawall. This project is a continuation of the 2016/2017 programme (previous ID 3036).	Not scheduled	ABS: Capex	\$ 50,000	Cancelled	Red	This project is cancelled and bundled with SharePoint ID 2569 (Upper Harbour - renew coastal Assets).	Risk/Issue: Bundled with Upper Harbour coastal renewal project. This project is cancelled and bundled with SharePoint ID 2569 (Upper Harbour - renew coastal Assets).
257 4	CF: Project Delivery	Luckens Reserve - renew furniture	Luckens Reserve fence renewals. This project is a continuation of the 2016/2017 programme (previous ID 3037).	Q1	ABS: Capex	\$ 90,000	Completed	Green	Project completed.	No risks or issues. Current Status: All works has been completed, including removal of bollards from gardens, and replacement of damaged bollards between the carpark and playground. Next steps: No further works required.
257 5	CF: Project Delivery	Meadowood Reserve - renew car park	Meadowood Reserve Road renewals. This project is a continuation of the 2016/2017 programme (previous ID 3038).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 250,000	In progress	Green	Current status: tender evaluation is being undertaken. Next steps: select a suitable contractor and commence construction.	Refer to comments below. Current Status: Works commenced March 2018. Temporary paths will be laid down during construction works to provide alternative building access for pedestrians and the community house and crèche users. Next steps: Monitor construction works progress.
257 7	CF: Project Delivery	Rame Reserve - renew seawall	Renew seawall. This project is a continuation of the 2016/2017 programme (previous ID 3039).	Not scheduled	ABS: Capex	\$ 10,000	Cancelled	Red	Current status: tender documentation ready for requesting price for carrying out physical work in financial year 2019. Requested for bringing forward allocated fund and additional fund to carry this project in financial year 2018 together with bundled Upper Harbour Coastal Assets Renewal Projects. Next steps: issue tender document to preferred tenderer for tender price. Carry out the physical work together with bundled project subject to approval of the funding in financial year 2018.	Risk/ issues: Project was merged with another activity line (Upper Harbour - renew coastal assets FY18) and therefore record is cancelled. Please refer to SharePoint ID 2569 for commentary details. Current Status: Project was merged with another activity line (Upper Harbour - renew coastal assets financial year 2018) and therefore record is cancelled. Please refer to SharePoint ID 2569 for commentary details.
257 8	CF: Project Delivery	Rosedale Park - renew sports fields 3 and 4	Renew sports fields #3 & #4. This project is a continuation of the 2016/2017 programme (previous ID 4254).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 20,000	In progress	Green	Current status: professional services complete. Next steps: engage with user groups and the local board once the detailed design is received.	Current Status: professional services have been awarded and user groups have been consulted. Next Steps: Engage with the local board and iwi once detailed design is received. Aim to have this by June 2018.
258 1	CF: Project Delivery	Tornado Reserve - renew playspace	Renew play space at Tornado Reserve. The investigation and design phase is almost complete for physical works in 2017/18. This project is a continuation of the 2016/2017 programme (previous ID 3041).	Q1;Q2;Q3	ABS: Capex	\$ 100,000	Completed	Green	Current status: tender submissions for construction works have been received and are under review. Next steps: contract negotiations and award.	Current status: The construction of the new playground has been completed in March 2018. The playground will remain fenced off till the end of March 2018 to allow for the grass on the installed mound to grow in. Next steps: Monitor grass grow-in on mound and remove fence when suitable.
258 2	CF: Project Delivery	Unsworth Reserve - renew playspace	Renew play space at Unsworth Reserve. The investigation and design phase is almost complete for physical works in 2017/18. This project is a continuation of the 2016/2017 programme (previous ID 3042).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 100,000	In progress	Green	Current status: tender submissions for construction works have been received and are under review. Next steps: contract negotiations and award.	Current status: Construction has commenced and is due for completion mid May. Next steps: Complete construction works by the end of April 2018, subject to weather conditions.
258 4	CF: Project Delivery	Waimarie Beach - renew seawall	Renew seawall. This project is a continuation of the 2016/2017 programme (previous ID 3043).	Not scheduled	ABS: Capex	\$ 15,000	Cancelled	Red	Project cancelled	Risk/Issue: Bundled with other upper harbour coastal renewal project. Current status: This project record has been cancelled, project has been merged with Upper Harbour renew coastal assets. Please refer to SharePoint ID 2569 for an update/ commentary. Next steps: None.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
2826	CF: Project Delivery	Hobsonville Point-Scott's Road - develop sports field and develop local park	The provision of local parks amenity within Scott Point Park. This project is a continuation of the 2016/2017 programme (previous ID 3423). Sports field replacement and development at Hobsonville Point. This project is a continuation of the 2016/2017 programme (previous ID 634). The installation of four new changing rooms and four toilets. This project is a continuation of the 2016/2017 programme (previous ID 634). Develop pathways to connect the new sports fields, pedestrian and cycling linkages. This project is a continuation of the 2016/2017 programme (previous ID 634). This item replaces items 2579 and 2580.	Q1;Q2;Q3;Q4	Growth	\$ 570,000	In progress	Green	Current status: workshop preferred option concept plan with local board and other stakeholders before a report is submitted to local board for a resolution. Once resolution received detailed design to commence. Next Steps: business case phase. Prepare business case and professional services scope.	Current status: The local board have passed a resolution adopting the Scott Point sustainable sports park master plan. Preparation of tender documents for the procurement of stage two has commenced. Next steps: Prepare business case and procure professional services for stage two of works.
2899	CF: Project Delivery	Albany Village Hall - refurbishment	Polyurethane hall floor, install air conditioning solution and repaint inside of building. This project is carried forward from the 2016/2017 work programme, previous ID 3731	Q1	ABS: Capex	\$ 40,000	Completed	Green	Project completed July 2017.	Current Status: Project complete July 2017.
2992	CF: Project Delivery	Gills Road Reserve - renew walkway	Renewal of 333lm of aggregate path; development of 105lm of aggregate path. This project is carried forward from the 2016/2017 work programme, previous ID 3029	Q1;Q2;Q3	ABS: Capex	\$ 110,523	Completed	Green	Current status: original scope completed in August 2017. A previously not included pedestrian bridge has now been included in the scope and works are scheduled for January 2018. Next steps: start construction of the pedestrian bridge.	Current Status: The works on the walkway have now been completed with the additionally scoped pedestrian bridge being completed in February 2018. Next steps: A few minor defects remain and need to be attended to by May 2018.
2993	CF: Project Delivery	Glen Bay Close Reserve - upgrade playground	Increase number and range of play equipment at Glen Bay Close Reserve This project is carried forward from the 2016/2017 work programme, previous ID 1370	Q1;Q2;Q3;Q4	ABS: Capex	\$ 69,226	In progress	Green	Current status: tender for construction works completed and submissions are being reviewed. Next steps: complete contract negotiation and award contract for construction works; confirm construction timeframe.	Current Status: The construction works for the installation of the additional play equipment at Glen Bay Close is underway and scheduled to be completed by early April 2018. Next Steps: Finalise installation works and close the project.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
301 2	CF: Project Delivery	Hobsonville Headquarters - redevelopment, exterior landscaping and car park construction	Hobsonville Headquarters Redevelopment, construction of a car park and landscaping. Redevelopment of the Hobsonville HQ building to create a community hub that provides community focused activities, services and programmes, designed to promote the overall wellbeing and connectedness of Hobsonville Point and is associated with the outcomes of the Upper Harbour Local Board Plan. Development of a car park with 25 parking spaces. Landscaping in accordance with the plans to be developed through the Headquarters design process. Refurbishment construction, plus minor furniture and fittings. Includes Headquarters building (including asbestos removal and F&F, Carpark and Landscaping. This project is carried forward from the 2016/2017 work programme, previous ID 1487	Q1;Q2;Q3;Q4	ABS: Capex	\$ 1,446,603	In progress	Amber	Current status: physical works are continuing and the contractor has begun interior fit out and continuing with construction of deck and ramp access on the exterior. Discovery of three walls not being supported by foundations has required additional work to provide a seismically safe structure. A methodology for remediating the walls is currently being developed. High risk activities of removing lead paint and asbestos in building are complete. Next steps: agreement reached with Hobsonville Land Company for delivery of car park outside of the Headquarters building, car park work due to be completed by April 2018.	Risks/ issues: Delays have been encountered at Headquarters Building site due to - lead paint removal technique not as efficient as anticipated and discovery of a lack of foundations under three concrete walls. Currently impact on programme is yet to be determined Current Status: physical works are continuing and the contractor has begun the interior fit out. The carpeting and interior painting nearly complete; exterior painting, construction of the deck and ramp access are underway. The discovery of three walls not being supported by foundations has required additional work to provide a seismically safe state. High risk activities of removing lead paint and asbestos in building are complete, however still resulted in delays. Car park work has been delayed due to a non-Auckland Council related contractual dispute. Next steps: Complete delivery of car park outside of headquarters building and headquarters work to be complete by April 2018.
301 3	CF: Project Delivery	Hobsonville Park - develop linear toilet	Develop an all-accessible unisex single pan toilet at Linear Park. This project is carried forward from the 2016/2017 work programme, previous ID 3424	Q1;Q2;Q3;Q4	ABS: Capex	\$ 128,359	In progress	Green	Current status: final location/position of the toilet has been formally confirmed after local board meeting. Resource consent variation is being lodged with final toilet location. Next steps: receive resource consent variation approval and Watercare permit for amended plan.	Current Status: Amendments to resource consent and building consent have been approved. Contractor has prepared updated programme of works and have applied for approval of revised traffic management plan. We are aiming to complete physical works by end of May 2018. Next Steps: Re-commence physical works on site.
301 7	CF: Project Delivery	Hosking Reserve - demolish lower chicken shed	Remove the lower chicken shed from Hosking Reserve, along with all inorganic waste. This project is carried forward from the 2016/2017 work programme, previous ID 4251	Q1;Q2;Q3;Q4	ABS: Capex	\$ 47,403	In progress	Green	Current status: Auckland Council's contaminated land specialist is reviewing the site remediation method to ensure it complies with new asbestos management standards. It is anticipated that the site will have dried sufficiently enough for remedial works to be carried out in January 2018. Next steps: contractor will continually monitor the site to ensure it is drying out. Remedial works to be undertaken in January 2018.	Current Status: Site re-instatement has commenced and is due to be completed by April. Next steps: Obtain site validation report and clearance certificate stating asbestos management has been carried out according to plan, once remediation is complete.
303 8	CF: Project Delivery	Kell Park - renew The Landing footbridge	Replace handrail base plates including works over approval through Watercare. This project is carried forward from the 2016/2017 work programme, previous ID 4252	Q1;Q2;Q3	ABS: Capex	\$ 70,000	In progress	Green	Current status: tendering complete and contract awarded. Works scheduled to begin in January as access is limited due to wet ground conditions. Next steps: construction due to be completed in February 2018	Current Status: physical works completed and bridge is now open again. Next steps: asset information to be updated through the Auckland Council Asset Management team.
323 2	CF: Project Delivery	Unsworth Heights - install 3 on 3 basketball court	This project is carried forward from the 2016/2017 work programme, previous ID 1371	Q1;Q2;Q3;Q4	LDI: Capex	\$ 40,000	In progress	Green	Current status: detailed design completed late October 2017. Local board have requested an additional design for a half court which has been done. The Quantity Surveyor team has been given both designs an updated cost estimate. Project delayed until post December. Next steps: pricing of both options by full maintenance facilities contractor. Upon completion of the pricing, if further budget is required then the local board will be approached.	Due to the required relocation of the court to another part of the reserve, a larger portion of topsoil had to be removed and may cause damage to the existing walkway when being transported off-site. The transport will also incur additional costs to the project. Options are being reviewed with contractor at the moment and will be presented to the local board for review. Current Status: The construction of the new basketball court is underway and progressing within schedule. Next steps: Complete the installation of the new basketball court by mid May 2018.

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3274	CF: Project Delivery	Windsor Park Cricket Block Renewal	Renewal of Cricket block. Construct a combined artificial and grass wicket at the No.1 field at Windsor Park. This project is carried forward from the 2016/2017 work programme, previous ID 4256	Q1;Q2;Q3;Q4	ABS: Capex	\$ 4,927	Completed	Green	Project completed	Current Status: Project complete
3315	CF: Project Delivery	Upper Harbour - renew fixtures and furniture	Fixture and Furniture Renewals at the following sites: Albany Cemetery, Albany Domain, Awatahi Reserve, Bass Reserve, Bay City Park, Centurion Reserve, Churchouse Esplanade Reserve, Clear Reserve, Crimson Park, Devonshire Reserve, Fairview Reserve, Gills Reserve, Greenhithe War Memorial Park, Herald Island Domain, Hobsonville War Memorial, Hooton Reserve, Kell Park, Lucas Esplanade Reserve, Malcolm Hahn Memorial Reserve, Marae Reserve, Marina Esplanade, Meadowood Reserve, Orchard Reserve - Greenhithe, Pahiki Reserve, Picasso Reserve, Rahui Reserve, Rame Esplanade Reserve, Rame Reserve, Redfern Nature Reserve, Remu Reserve, Saunders Reserve - Rosedale, Tawa Reserve, The Knoll, Wainoni Park North, Wharf Reserve - Albany, Windsor Park, Wiseley Reserve.	Q1;Q2;Q3;Q4	ABS: Capex	\$ -	In progress	Green	Current status: tenders have been received and are being evaluated. Next steps: commence physical works once appropriate contractor has been selected.	No risks or issues Current status: Contract has been awarded and contractor will commence works mid-April 2018. Next steps: Monitor physical works.
3376	CF: Project Delivery	Bay City Park - install spectator seating	Install spectator seating	Q3;Q4	LDI: Capex	\$ 70,000	In progress	Green	Current status: confirmation of the detailed design and specifications is complete. Awaiting confirmation on the requirement for a building consent. Current on site field contractor has been given the design and specification to cost as a variation. Next step: physical works are being planned to be added to the sports field refurbishment contract as a variation to speed up delivery. Works planned for early in 2018 at this stage.	Current Status: Tender documents have been released to the market, contractors are currently re-pricing. Next Step: Award contract to the successful contractor and start physical works.
3515	CF: Project Delivery	Centorian Park - renew walkway	Easier access to and through Centorian Reserve, improve safety of existing playspace. This project is funded by Watercare Services Limited.	Q3;Q4	External funding	\$ -	In progress	Green		Project progressing Current status: Preliminary designs have been compiled to construct a pathway from Centorian Drive to the Centorian Reserve playground. Next steps: Engage the design consultant to take the preliminary designs through to tender issue drawings and finalise any resource consent requirements to enable progression to physical works tender.
529	I&ES: DPO	Reserves one, two and three PC14 Hobsonville Corridor Rawiri Stream Restoration and reserve	Stream restoration, riparian planting and reserve development. Plus associated acquisitions.	Q1;Q2;Q3;Q4	ABS: Capex	\$ 1,171,000	In progress	Green	Land acquisitions are complete. Easements and final costs will be finalised by April 2018. The stream restoration planning commenced with Healthy Waters on 11 December 2017 with works to commence and be finalised in the 2019 financial year.	Easements and final costs are due to be finalised by April 2018. The stream restoration component is in detailed design and the works are forecast to be finalised in the 2019 financial year.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
610	I&ES: Environmental Services	Sustainable Schools Project - Our local streams	Engage schools in the Upper Harbour local board to 'adopt' one of their local streams to test and monitor the water quality.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	In quarter two, six schools confirmed their involvement in the programme (Upper Harbour Primary, Albany Senior High, Albany Junior High, Kristin School, Rangitoto College and Ridgeview School). A further three (Albany Primary, Hobsonville Primary and Hobsonville Point Secondary) have indicated their interest and will confirm by the end of January 2018. Contractor procurement will take place early in January 2018 and the successful contractor will deliver the programme through quarter four.	Mountains to Sea Trust and the Whitebait Connection were engaged to deliver the programme to schools. Programme delivery will commence immediately following an initial set-up meeting and will continue through quarter four.
1051	I&ES: Environmental Services	Upper Harbour North-West Wildlink Assistance Programme	Assist community initiatives and landowner contribution to safe, healthy and connected habitat in priority areas across the North West Wildlink. Provide technical advice, practical support and facilitation to private landowners and community groups to undertake restoration activity to improve biodiversity and native habitat linkages across the local board area. Feedback from the Upper Harbour Ecology Network and local board will continue to be used to shape the approach to delivery of this assistance programme. The assistance programme will continue to build on community-led restoration activities to engage and encourage more people and groups to take action across the whole local board area.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 50,000	In progress	Green	Members of the Upper Harbour Ecology Network (UHEN) have collectively allocated the funding and projects are commencing or underway. The full \$50,000 is allocated through funding agreements to participating groups and community partners. Those that received funding are: Herald Island Environment Group, Whenuapai Restoration Group, Chinese Conservation and Education Trust, Sustainable Paremuremo, Gecko NZ Trust, Kaipatiki Project, Greenhithe Community Trust. Each of these organisations is managing a project in their area but is doing so with support or in partnership with other UHEN members. Next quarter is focussed on continued delivery of the projects including increasingly broad community engagement. Currently 49% of households on Herald Island are trapping for rats as part of the coordinated project run by Herald Island Environment Group with collaboration from the University of Auckland (research) and Gecko NZ Trust (community engagement mentoring). The Upper Harbour Ecology Network are planning workshops to grow their own technical skills which they use for guiding their communities.	Members of the Upper Harbour Ecology Network are progressing projects on schedule. Notable progress includes: Herald Island have completed an environmental weed survey of the island that has provided detailed information. A weed elimination strategy and engagement programme is now being planned using this information, - The Chinese Conservation and Education Trust have planting events at local parks planned with the Chinese community for autumn, - Greenhithe Community Trust have carried out weed control in Wainoni Park, - Sustainable Paremuremo have made progress in establishing neighbourhood precincts that have the capacity to engage all residents within their large project area. - Gecko NZ Trust have provided advice and support to each of these by engaging across their communities and growing their capacity. The network's activity is spawning additional projects not funded by the local board but enabled by the growing capacity of the groups themselves and their communities. Allocation of a final \$4000 has been delayed for reconsideration of its use. This will either be confirmed or reallocated to waiting projects at the next meeting of the Upper Harbour Ecology Network. The network meets monthly and local board members are welcome to attend.
399	I&ES: Healthy Waters	Septic Tank Pump Out Programme - Upper Harbour	To manage the pumpout of septic tanks within the Upper Harbour Local Board area.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 110,400	In progress	Green	There are approximately 4300 private on-site wastewater treatment systems serviced on a triennial cycle by the pump out programme across the Auckland region. The septic tanks are spread across various local boards on properties paying the targeted rural sewage rate (TAR). In the Upper Harbour Local Board area for the period from October to December 2017 there were six scheduled triennial pump outs of properties. There were also eight unscheduled pump outs to mitigate risk of overflows, early pump outs or rescheduled pump outs.	There are approximately 4300 private on-site wastewater treatment systems serviced on a triennial cycle by the pump out programme across the Auckland region. The septic tanks are spread across various local boards on properties paying the targeted rural sewage rate (TAR). In the Upper Harbour Local Board area for the period from January 2018 to March 2018 there were no scheduled triennial pump outs of properties. However there were two unscheduled pump outs to mitigate risk of overflows, early pump outs or rescheduled pump outs.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
437	I&ES: Healthy Waters	Industrial Pollution Prevention Programme Waste Minimisation – Rosedale/Albany	This programme is primarily educational and aims to inform urban industry/business about the impacts their activities may be having on the environment. The programme includes a site inspection and discussion with the business owners about how they can reduce the amount of waste that is going to landfill. If changes are recommended, a report is sent to the business. The programme involves a GIS mapping exercise to ensure that commercial businesses understand the stormwater network connections in relation to local waterways.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	Works commenced in December 2017 with completion due in March 2018. Once complete a report summarising sites visits and any corrective actions suggested will be provided to the local board.	Works commenced in December 2017 and were completed in March 2018. A report summarising sites visits and any corrective actions suggested will be provided to the local board in late April early May 2018. Sixty site visits were completed and thirty reports sent to businesses with suggested changes to their operations.
1322	CS: Libraries & Information	Library hours of service - Upper Harbour	Provide library service at Albany Village Library for 56 hours over 7 days per week.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 465,649	In progress	Green	Library visits, check outs and Wifi usage remain in keeping with regional trends, with the positive exception of a 20 per cent increase in registrations in November.	Library visits have increased by 7% and Wifi and PC sessions have increased by 21% when compared to the same quarter last year. Four two hour sessions, each with two staff, at Massey University Orientation Week resulted in 50 new memberships.
1323	CS: Libraries & Information	Information and lending services - Upper Harbour	Provide information and library collections lending services. (Funded within ABS Opex budget activity: "Library hours of service - Upper Harbour")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Following a site visit from the Collections team, all our current collections have had a vigorous assessment and refresh with the result that the collection is relevant and meets the needs of our local community.	Overall library issues have increased by 7% when compared to the same quarter last year. Our adult and children's Māori collection is growing steadily and is shelved separately for easy accessibility, which has increased its usage. Our ESOL resources have also increased, and these receive heavy use, particularly by our Chinese community and new migrants.
1324	CS: Libraries & Information	Preschool programming - Upper Harbour	Provide programming for preschoolers that encourages active movement, early literacy and supports parents and caregivers to participate confidently in their children's early development and learning. Including regional coordinated and promoted programmes: Wriggle and Rhyme, Rhymetime, Storytime, and outreach to early childhood education providers. (Funded within ABS Opex budget activity: "Library hours of service - Upper Harbour")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	The Te Whanau Marama parenting group for Mandarin speakers at Albany Library has remained popular with an average of 7 adults attending sessions this quarter. The feedback from the parents is encouraging as they share how the sessions support them in their everyday life. Wriggle and Rhyme sessions remain popular operating at full capacity.	A special Lunar New Year storytime and craft session took place on 17 February. Wriggle and Rhyme continues to be popular, and has benefitted from having two presenters rather than just one. Outreach Rhymetimes and Storytimes were delivered by our staff at a pop-up library in the Northwest Shopping Centre, and also two sessions at Auckland Zoo. The children's librarian has also visited Appletree preschool (25 children), the new preschool in Rosedale Road and delivered a special storytime at Albany House.
1325	CS: Libraries & Information	Children and Youth engagement - Upper Harbour	Provide children and youth activities and programming, including a programme of children's activities during school holidays, which encourage learning and literacy. Engage directly with local schools in the board area to support literacy and grow awareness of library resources. (Funded within ABS Opex budget activity: "Library hours of service - Upper Harbour")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Two popcorn and movie events were held with over 20 attendees at each session. The October holiday programme, "Survive Bear Grylls Style" was a huge success, with the following events and attendee numbers: A First Aid workshop given by St Johns (46 attendees), Des Hunt author talk (31 attendees) and a survival programme which resulted in 37 attendees.	Saturday morning Code Club attracts around 15 participants aged between 8 and 14 and is run by two volunteers. A class of 26 Year 8 students from Albany Junior High School visited for two hours researching culture clashes around the world using databases as well as print resources.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
1326	CS: Libraries & Information	Summer reading programme - Upper Harbour	Provide a language- and literacy-building programme that runs during the summer school holidays for 5-13 year olds. Developed and promoted regionally and delivered locally with activities and events designed to meet the needs and interests of local communities. (Funded within ABS Opex budget activity: "Library hours of service - Upper Harbour")	Q2;Q3	ABS: Opex	\$ -	In progress	Green	The Kia Māia te Whai / Dare to Explore Summer Reading Programme for 2017-2018 is on track and Albany has consistently been in the top 10 for the number of registrations since the beginning of December. The programme has been actively promoted at local schools and a co-design with the local pools will result in the party in January being held at the pool. Events held in December have been well attended with a total of 75 attendees at the 2 exclusively Dare to Explore events held.	The Kia Maia te Whai/Dare to Explore Summer Reading Programme events were well attended, with the highlight being the finale party held at the Albany Stadium pool, with a magician, outdoor games and party food, as well as a swim. This was attended by 50 children and 22 parents.
1327	CS: Libraries & Information	Supporting customer and community connection - Upper Harbour	Provide programmes that facilitate customer connection with the library and community including active relationships with Albany House, Massey University, Albany Village Business Association, local resthomes. (Funded within ABS Opex budget activity: "Library hours of service - Upper Harbour")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	The public library promotion at Massey University orientation in 2018 is on track. The meeting at Albany House was attended by staff in November during which connections with the local community were made. In December, free hearing checks were given to customers in the library by Margot from Hearing Life.	We continue our association with Auckland Prison by providing withdrawn magazines and books via the two prison librarians. One staff member attends the Network meetings at Albany House to promote our services. We now host a Justice of the Peace service every Saturday from 10 - 12, which is already proving a success, 25 people attended on Saturday 10th March, the second week of the service.
1328	CS: Libraries & Information	Celebrating Te Ao Māori and strengthening responsiveness to Māori - Upper Harbour	Celebrating te ao Māori with events and programmes including regionally coordinated and promoted programmes: Te Tiriti o Waitangi, Matariki and Māori Language Week. Engaging with Iwi and Māori organisations. Increasing the use and visibility of te reo Māori. (Funded within ABS Opex budget activity: "Library hours of service - Upper Harbour")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Our weekly staff meetings continue to include a karakia, with new karakia being introduced regularly. Staff are making an effort to greet patrons with "Kia ora". One staff member has enrolled at Te Wananga to study Te Reo in 2018.	All staff now use Te Reo for email greetings and sign-off, and use Kia ora when answering the telephone. We are also practicing our karakia and waiata.
1329	CS: Libraries & Information	Learning and Literacy programming and digital literacy support - Upper Harbour	Provide learning programmes and events throughout the year including: classes, Book a Librarian sessions, CV and employment workshops for skilled migrants. Provide support for customers using library digital resources including PCs, WiFi, eResources and customers' own devices. (Funded within ABS Opex budget activity: "Library hours of service - Upper Harbour")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Ruby Baker from Work Connect has continued her regular workshops in the library. We continue to assist customers on the public PCs and their own devices with downloading eBooks and eAudiobooks as well as scanning, printing, photocopying and email.	Work Connect continue to hold sessions for skilled migrants on a fortnightly basis in the library, and several of Ruby Baker's clients have found work through this service. Book a Librarian services are held to assist people with devices, downloading e-resources, language learning, and CV writing. Our weekly ESOL class for the Chinese community, is very popular, attracting between 30 - 40 participants per session.
1330	CS: Libraries & Information	Celebrating cultural diversity and local communities - Upper Harbour	Celebrate cultural diversity and local places and people and tell local stories with displays and events including regionally coordinated and promoted programmes: Family History Month, Auckland Heritage Festival, Lunar New Year, Diwali. (Funded within ABS Opex budget activity: "Library hours of service - Upper Harbour")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Two Diwali events were held with great success: a performance by the Sangeeth Sargent school (44 attendees) and a Diwali craft session with 35 attendees. Three special Christmas story times were held in December with a total of 84 attendees, and City Impact Church brought 4 groups of children to the library on 7 December which resulted in impromptu story time sessions which was much appreciated.	We celebrated Lunar New Year, Year of the Dog, with a variety of performances including two Tai Chi groups, a choir, qipao (cheongsam) fashion show, a pipa (Chinese lute) recital, and children dancing. These were attended by 72 adults and 8 children, and that day our doorcount was 943 people. Our Monday afternoon craft and crochet class is attended by 6 adults and 3 children.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
772	ATEED: Local Economic Growth	Support for international education providers	Upper Harbour Local Board have pledged support for the sector in its LED action plan (3.2) Support for international education providers in Upper Harbour, including primary, secondary and tertiary. International education contributes a slightly greater share of income and employment in the local board area than it does regionally. Massey University's campus attracts students from around the world. The area also has outstanding sporting facilities, including national sporting assets at the QBE Stadium and the AUT Millennium Institute. These two strengths combine where international students attend the sports related programmes offered by institutions. There is scope to build on this strength further by helping the areas schools to promote the wealth of sporting opportunities available in the area for those students interested in not only elite sport's performance but also recreational and competitive sports participation. This project will assist providers that are wanting to promote their areas to promote the area's sports facilities to targeted overseas markets by helping produce the materials and develop channels to get the message to market. A financial contribution from the sector is recommended.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	Approved	Amber	Meeting between Massey and Study Auckland took place and positive discussions held around improving international student experience by improving links to employment opportunities. Agreed to meet with Business North Harbour to discuss. That meeting took place in December 2017 and a project idea has been proposed and is currently being further developed.	Stakeholders not responding to requests for further development of the project creating risk project scope will not be developed in time to deliver this financial year. Further information from project partners have not been provided suggesting they have other priorities at the current time. This has prevented further development of the project scope.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
1037	ATEED: Local Economic Growth	Young Enterprise Scheme (UH)	<p>ATEED, on behalf of the Young Enterprise Trust, delivers the Young Enterprise Scheme (YES) in Auckland. YES is a practical, year-long programme for year 12 and 13 students. Through the programme, students develop creative ideas into actual businesses, complete with real products and services and experience real profit and loss.</p> <p>The funding from the local board will support the delivery of the Young Enterprise Scheme Enterprise-Days in February 2018. The e-days are held in sub-regions (north, south, east, central/west) and are the first day students get to meet the Young Enterprise team, and find out about their 2018 year, what YES is all about, and what is in store for them.</p>	Q3	LDI: Opex	\$ 2,000	Completed	Green	<p>Auckland Chamber of Commerce</p> <p>As of 1st January 2018, the Auckland Chamber of Commerce will take over as the YES regional delivery partner and ATEED will move to become a strategic partner. During January and February ATEED and the Auckland Chamber of Commerce are working together to ensure the smooth transition of the programme delivery to the Chamber.</p> <p>Kick Start days (formerly known as E-days) are being delivered by ATEED with support from the Auckland Chamber of Commerce, as part of this transition. ATEED's role includes management of the funds generously provided by Local Boards for the 2018 Kick Start days. As in previous years, there will be five sub-regional events delivered across the region. The new Auckland Chamber of Commerce team will be inviting you to participate either as student mentors or as observers on the day.</p>	The YES kick start days were delivered between the 19 and 23 February 2018.
908	CS: PSR: Active Recreation	Sovereign Stadium: Community Access Grant 2017/18	Provide a community access grant to the Millennium Institute of Sport and Health to support the operational cost of Sovereign Stadium (including athletics facilities and winter sport field provision). Funding determined by the Governing Body. Local Board responsible for setting and monitoring Key Performance Indicators.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 60,000	In progress	Green	Funding agreement in place. First half of funding paid out, second due to be paid in January 2018 upon receipt of the Annual Report.	Annual report received. Group has met all KPI's. Second half of grant has been paid.
912	CS: PSR: Active Recreation	Tennis Charitable Trust: Facility Partnership Grant	Support Tennis Charitable Trust to investigate multi-sport opportunities and the sustainable development of Albany Tennis Park. A Facility Partnership grant of \$240,000 was provided to Tennis Charitable Trust from the 2013/14 Facility Partnership Scheme, no additional 2017/18 budget required.	Q1;Q2;Q3;Q4	LDI: Opex	\$ -	In progress	Green	<p>MOU to be signed by all parties by the end of December 2017. First meeting of project steering group completed. Project plan drafted.</p> <p>Workshop held with local board in quarter 2 as a result project plan to be provided to local board for information.</p> <p>Project leader is to be appointed quarter 3.</p>	Workshop held with local board in quarter 3 to go over potential project team. MOU has been signed and project is ready to begin. Next steps are to finalise funding agreement with TCT and begin current state review and needs analysis.
914	CS: PSR: Active Recreation	UH: Provision of water sport facilities: Feasibility and options assessment:	Complete feasibility and options assessment examining provision of marine water sport facilities in the Upper Harbour area.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	<p>Condition data collated for wharfs and ramps in the Upper Harbour area (utilising existing assest condition assessments). Next stage is to assess the level of service provided at the various water access points and develop options/recommendations.</p> <p>Workshop to be held with Local Board quarter 3.</p>	Scope being developed to engage consultant to examine: provision of water access assets, activation of assets, communication and promotion of facilities, ways to enable access to appropriate equipment to access the water. Study will build upon information from Paddling Feasibility Study and current asset data.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
1135	CS: PSR: Active Recreation	UH: Leisure facilities operation programme FY17/18	<p>1. Operate in a safe and sustainable manner the Albany Stadium Pool.</p> <p>2. Deliver a variety of accessible programmes and services that get the local community active.</p> <p>3. These services include: fitness; group fitness; learn to swim; early childhood education; aquatic and recreation services. Along with core programmes that reflect the needs of the local community.</p>	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Albany Stadium Pool is on track to meet Local Board objectives for 2017. Our net position is positive and membership numbers are at an all time high of 3101, with 88% full facility members. Swim school participation is strong (slightly under 1000 students) despite the 4 week closedown for construction remediation works. Customer satisfaction levels are up slightly over the previous quarter and are well above the network average. Positive comments highlighted the friendliness of staff and the fun equipment for children. Negative comments mainly relate to peoples expectations on the size of the leisure pool and the lack of a regular sized lap swimming pool. Attendance numbers remain steady at around 25,000 per month. A busy summer period is expected, especially over the school holidays.	Albany Stadium Pool has had a busy summer with growth in gym memberships and a steady rise in swim school numbers during the quarter. Memberships rose by 138 (7%) this quarter to 2,134. Swim school grew from 800 at the start of term 1 to its current 1,057 learners. We have also had two local schools learning to swim with us this term: Oteha Valley and Hare Krishna school. Customer satisfaction is measured by regular Net Promotion Score (NPS) surveys. This survey asks how likely the users are to recommend the centre to friends and family. Our NPS has taken a hit this quarter, with negative comments about design features of the facility being prominent. January was our busiest month since opening with 47,000 visits, over 30,000 in the pools. February was also busy with 37,000 visits, and March 35,000. We have had some negative publicity regarding bio-hazards, but the staff are managing this proactively with a public hygiene education campaign.
1394	CS: PSR: Active Recreation	Tennis Northern Operational Grant	Provide operating grant to Tennis Northern for operation of Albany Tennis Park	Q1;Q2;Q3;Q4	LDI: Opex	\$ 30,000	Completed	Green	17/18 funding agreement has been drafted. Awaiting 16/17 Tennis Northern Annual Report. On receipt 16/17 Tennis Northern Annual Report together with memo detailing proposed 17/18 KPI's to be provided for approval, quarter 3.	KPI reporting has been received from Tennis Northern. All KPI's have been met and some exceeded, particularly multi-sport bookings which are up from 13,480 in 2016/2017 to 29,000 in 2017/2018. Funding agreement has been executed and funding paid out.
897	CS: PSR: Park Services	Rosedale Landfill: Activate the open space: Feasibility and options assessment	<p>Feasibility and options assessment for Rosedale Landfill activation for public open space and recreation purposes that will provide new recreation opportunities in the Upper Harbour area.</p> <p>The site does not currently provide for public access and is administered as a "closed landfill".</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 30,000	On Hold	Red	Strategic assessment plan including feasibility and options is currently being developed, initial site assessments and information gathering has been undertaken, and a draft report is being prepared for a workshop with the local board in March 2018.	<p>A draft assessment of options to activate the Rosedale landfill site is on hold pending the results of ongoing investigations being carried out by the Closed landfill and Contaminated land team.</p> <p>The Closed Landfill and Contaminated Land team will not support further review of the draft assessment until the investigations are completed and risk assessments undertaken, which is likely to be no earlier than 2020-2021.</p>
898	CS: PSR: Park Services	Hoskings Reserve: Develop open space: Feasibility and options assessment	<p>Feasibility and options assessment to develop a public open space at Hoskings Reserve.</p> <p>Hoskings Reserve consists of areas of secondary regenerating forest and shrubland and areas of open land. Areas of the reserve have been identified as having high ecological value.</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 30,000	In progress	Green	Strategic assessment plan including feasibility and options is currently being developed, initial site assessments and information gathering has been undertaken, and a draft report is being prepared for a workshop with the local board in March 2018.	A strategic assessment plan including feasibility and options is in development, site assessment and information gathering is complete, and a draft report is being prepared for presentation to the local board on 26/04/18.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
899	CS: PSR: Park Services	UH: Review service provision in reserves: Feasibility and options assessment	Feasibility and options assessment to:review "play (including playground) provision" across the Upper Harbour Local Board area,Provide new or improved play spaces in Wharapapa Reserve,Provide new or improved play spaces in Huntington reserve,Progress development of amenity within Luckens Reserve,Improve the site of the redundant tennis courts at Hooton Reserve,Improve connectivity (Greenways) Limburners Reserve, Marina ViewReserve and Parkwood Reserve,Develop a new public toilet facility in Unsworth Heights,Develop new reserve land acquired by Auckland Council through the housing developments in Whenuapai.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 50,000	In progress	Green	Strategic Work Programme Implementation Workshop held with Local Board in Q1. Feedback from the workshop has been included in the scope of the projects. Feasibility and options assessments for improving the play provision and amenity are underway for Huntington, Wharepapa, and Luckens reserves. Professional services have been engaged to develop options and initial feasibility reports for a walkway from Limeburners Reserve to Marina View Reserve. Options for a toilet facility at Unsworth Heights are being considered. Ongoing work is being undertaken to identify options to develop new reserves acquired through housing developments in Upper Harbour. Further detailed investigation into options for the redundant courts at Hooton Reserve has been put on hold, following local board feedback.	Draft assessments are mostly complete, local board workshops commenced (to present material) in quarter 3 and scheduled in quarter 4.
989	CS: PSR: Park Services	UH local parks: Ecological volunteers and environmental programme FY17/18	Programme of activity supporting volunteer groups to carryout ecological restoration and environmental programmes in local parks including: •Community planting events \$20,000•Plant and animal pest eradication \$12,000•Rubbish removal \$3,000Track repair \$2,000•Support for volunteer programmes \$3,000	Q1;Q2;Q3;Q4	LDI: Opex	\$ 40,000	In progress	Green	Ongoing support provided to volunteers for ecological restoration projects including animal and plant pest management, planting and waste removal. Total volunteer hours for this quarter: 1100 hours. The 2017 planting season was a huge success with a total of 4655 plants planted this season. Community and school plantings took place at the following reserves: Waimarie Beach, Rosedale Park, Parkhead Reserve, Sanders Reserve, Herald Island Domain, Te Kawau Pass, Taihinui Historical Reserve, Alexandra Stream, Wainoni North Reserve and Kowhai Beach Reserve. Other volunteer events to note include a community working bee at Kereru Grove on the 18/11/17 (20 people attended) and another community working bee at Waimarie Beach Reserve on the 3/12/17 (15 people attended). A general public ranger guided walk and talk programme was launched at the end of last quarter. Seven walks have taken place across the North Shore including two walks in Upper Harbour at Fernhill Escarpment on the 9/11/17 (25 people attended) and Paremoremo Scenic Reserve on the 5th Dec (25 people attended). With the launch of 'Pest Free Auckland 2050' there has been increasing interest from community members to get involved with animal and plant pest control. A new animal pest control group is in the process of being established at Chatham Esplanade Reserve. Finally the Corrections Department has been assisting park volunteers with their track maintenance work at Mills Lane and Gills Road.	Ongoing support provided to volunteers for ecological restoration projects on parks. Total volunteer hours this quarter was 700 hours. Volunteer and educational events to note this quarter include a clean up at Rosedale Park on the 04/02/18 with the World Mission Church, 50 volunteers participated. On the 06/03/18 the community ranger gave a talk to the Natural Steps early childhood centre about animal and plant pests followed by a walk through their local reserve, 25 children attended. Three guided ranger walks have taken place this quarter, one of which was at Fernhill Escarpment on the 27/03/18, 25 people attended. The community ranger is working with the Greenhithe community Trust on a new animal pest control project in the Hellyer's Creek escarpment area. In the coming months "good nature" traps will be rolled out across several local parks as well as private property in the area. This project will involve a large number of existing and new park volunteers. Planning for the 2018 planting season is underway. Volunteer plantings will be taking place at the following 10 reserves: Waimarie Beach Reserve, Rosedale Park, Sanders Reserve (Million Tree project), Herald Island Domain and Kowhai Beach, Barbados Reserve, Alexandra Stream, Unsworth Reserve, Wharepapa Reserve and Wainoni Park North. On the 28/02/18 a growsafe course was held for volunteers from the North Shore area at the Takapuna Cricket Club, 15 people participated.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Final Lease Expiry Date	CL: Annual Rent Amount (excluding GST)	CL: Annual Opex Fee (excluding GST)	Activity Status	RAG	Q2 Commentary	Q3 Commentary
1443	CF: Community Leases	Albany Community Coordinator Inc.	New agreement for land and building 575 Albany Highway, Albany in conjunction with governance arrangements for new Albany Hub.	Q3	30/04/2018	\$ 1.00	\$ -	Completed	Green	Future governance arrangements and occupation agreements will be linked with decisions regarding the new Albany Hub.	Future governance arrangements and occupation agreements will be linked with decisions regarding the new Albany Hub. The group held a lease of the premises which was due to expire 30 April 2018. They sought to end their lease earlier and, rather than surrender, have entered into a new arrangement with council from 1 March 2018. The letter of agreement was signed on 9 February 2018.
1444	CF: Community Leases	Greenhithe Tennis Club Inc.	New lease for site at Greenhithe War Memorial Park, 10 Roland Road, Greenhithe.	Q4	2/03/2038	\$ 1.00	\$ -	In progress	Green	Waiting on their application	Application received. Site visit completed. Draft Community Outcomes Plan agreed by group. Preparing report recommending new lease for consideration by local board in quarter four.
1445	CF: Community Leases	Waitakere City Racquets Sports Trust	New lease and sub lease for site at Picasso Reserve, Picasso Drive, Waitakere	Q4		\$ 633.00	\$ -	Approved	Green	Waiting on their application.	Awaiting club's application. Meetings were arranged with club but they postponed. Club agreed to send in information for review to get process underway.
1447	CF: Community Leases	Albany Fruitgrowers Association Inc.	New lease for 321 Library Lane, Albany	Q4	31/07/2027	\$ 1.00		In progress	Green	Report will be prepared for consideration of local board in quarter three	Discussions about the car park have held up proceedings. Local board clear that car park needs to come out of the lease footprint as this is a reserve and the car park should be available to all residents utilising the reserve. There is a tennis and basketball court and a historic memorial library on this reserve as well. Auckland Council retaining the car park also ensures that the hall committee do not have the responsibility to maintain it.
1448	CF: Community Leases	North Shore Playcentre Association - Collins Park	New lease for 15A Greenhithe Road, Greenhithe	Q4	31/10/2037	\$ 1.00	\$ 1.00	In progress	Green	Public notification period closes 14 December 2017. Report will be prepared for consideration in quarter three.	No submissions received. Preparing report recommending new lease for consideration by the local board in quarter four.
1449	CF: Community Leases	East Coast Bays Association Football Club Inc.	New lease for 54 Andersons Road, Browns Bay	Q4	31/08/2036	\$ 1.00	\$ 1.00	In progress	Green	Public notification period closes 14 December 2017. Report will be prepared for consideration in quarter three.	No submissions received. Preparing report recommending new lease for consideration by the local board in quarter four.
1450	CF: Community Leases	Royal New Zealand Plunket Society Inc	Renewal of lease for Kells Park, 257 Dairy Flat Highway, Albany	Q2	31/07/2019	\$ 1.00	\$ -	Completed	Green	Royal New Zealand Plunket Society Inc assigned its interest in the Royal New Zealand Plunket Trust with effect from 1 January 2018. Existing lease does not expire until 31 July 2019.	Completed
1456	CF: Community Leases	Harbour Hockey Charitable Trust	Public notification proposed new lease at Rosedale Park, Albany.	Not scheduled		\$ 1.00		In progress	Green	Decision awaited business meeting 14 December. Negotiations will be concluded with lessee after this point.	Negotiations ongoing. The legal department are leading on this process.
1804	CF: Community Leases	RNZ Plunket Society - Albany	Multi premises lease	Not scheduled		\$ 1.00	\$ -	Cancelled	Red	Cancelled	Cancelled as this lease is a duplicate entry. Cancelled in quarter one.